

11 May 1962

Ben,

Have read the attached problem or proposal and will be glad to add my thoughts to those already attached, even at the risk of adding just more paper to what already is assuming "project" proportions.

1. Initially, I would say the only way to determine whether or not an organization of mature adults desires to have Church services on various religious holidays or on any number of days - is to ask them. As in all other management programs, one should not set up some plan for employees based on what is done at State, NSA, the Pentagon, or General Electric. Far too often this outfit tends to survey what's being done around town about this or that matter and then institutes a similar program for its own employees. Whereas the practices of other Agencies may be useful for background they should never be the basis for establishing a program of our own.

2. I'm afraid I wouldn't have any pro or con thoughts upon such a matter before I determined whether or not such a thing would even be desired. I feel that the Agency should plumb the wishes of its people and if there is enough (?) interest in such a program, then begin to think of how to charge leave, etc.

3. Rather than to authoritatively and arbitrarily establish Church services and then follow with an announcement to the legions of clerks, I would recommend involving the people by getting their feelings and wishes by an informal person-by-person survey in each Division which could be passed on the appropriate parties. In such a survey I would request an indication of interest, ask ~~for~~ if individuals would use the facility, ask for a suggestion on number of days, and which days might be preferred, and which faith would be preferred.

4. Now if a decision should be made to have such services (based upon the desires of employees) my own thoughts would be to establish a designated area which would remain open during all hours and which could be used by all faiths for prayer or quiet meditation. This probably could be in the nature of an interdenominational chapel as mentioned by [REDACTED]. Then on the various religious holidays, I'd recommend that each faith be given certain hours for holding services with clergymen from their faiths. Too, whenever religious holidays occur which are recognized by only one faith, I'd ensure that the ~~one~~ chapel or area would be available for the use of members of that faith.

Those are my thoughts, Ben, for what they're worth. Probably
Approved For Release 2002/01/08 : CIA-RDP85-00375R000100140004-3 (ask them)

*
(no blue sheets,
white papers -
rv
Hqs. announcements)

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can be studied and resolved without maximum fanfare, and without
reams of that red stuff.

Tom

WTH

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Next 5 Page(s) In Document Exempt

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May 10, 1962

SUBJECT: Church Services in Federal Buildings

1. The following information except where otherwise noted was on an informal basis obtained/through intermediaries:

2. Military

a. The Pentagon, Munitions Building (Navy), Naval Gun Factory, and NSA are all on or somehow are defined as being a military base, station, or post. I had requested appropriate military regulations which would give the authority and details for establishment of a religious activity in various types of establishments. However, I was advised this morning that the regulations which were received did not cover the specific points involved.

b. Information from the Chief Chaplain's office regarding the establishing of religious services indicated that the Chaplain of an area would determine the need and make appropriate recommendation to the Secretary of Defense. The office also advised that on special religious occasions such as Good Friday, etc., when apparently a greater number of individuals participate, that ^{Pentagon} services are held at times other than during the lunch period and that individuals (presumably includes civilian employees) who can be spared from their work may attend the service. Whether in the case of civilian employees the time is charged to annual leave is not known.

c. ^{dated 1958)} The small "Visitor's Guide To The Pentagon" indicates that religious services are scheduled Monday through Friday: Catholic, 12:00 - Room 5A1070; Protestant, 12:45 - Room 5A1070; Jewish, 12:00 - Room 5B1062.

3. Civilian Organizations Not On A Military Base, Station or Post

a. Atomic Energy Commission, Germantown, Md.

AEC has an auditorium outside of their main building which has been made available for church services and was last used for Easter services. Apparently no services on a daily basis such as at Pentagon. The auditorium is also available to local civic groups.

b. State Department, Washington

The auditorium in the new State Bldg was used for religious services during Lent. Information not available as to past use or whether there are scheduled services other than on apparently special or days of significant importance.

c. Federal Aviation Agency, Washington (Bldg T-4 or 5)

It was reported that at one time the above FAA office had a notice on their bulletin board indicating schedule of religious services. It is not known whether the services were to be in the building or ~~whether~~ where. It was personally noted that the board contained no such notice at 2:10 p.m. today.

4. Discussion

a. Savings in Time

When employee leaves work to attend religious service, it is assumed he is either on annual leave, comp time or LWOP. In the case of the first two, he will eventually use the leave but the Govt does not lose any time; in case of latter he makes time up thru future leave earnings.

If employee attends services in the building, will he be charged leave? If no charge, the Govt loses time as employee still has leave to his credit. If service is scheduled during the

- 3 -

b. Number of major religious days during workweek

Unknown

c. Employee Relations

Discussion all pro - management extending a benefit to employees. This I believe even though there were to be a charge to annual leave for those employees who participate.

d. Morale

Assuming that all employees are religious but not of the same degree or faith, the morale factor would vary.

e. Religious Faiths

Certainly each faith, regardless of numbers of participants, should have equal opportunity and time.

f. Availability of Priest/Minister/Rabbi and "equipment"

As a local priest has already indicated his willingness to participate, I would believe it ~~was~~ highly desirable that if there are to be services in the ~~building~~ building, to make necessary arrangements with a local minister, etc., well in advance of any announcement to employees.

g. Downtown ~~Agency~~ Agency Buildings

Most downtown buildings are close (relatively) to church of an individual's faith. However, same point made regarding leave, that if ~~no~~ no leave charged at Langley then no charge or else pro rata charge for the downtowners.

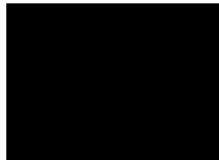
h. Quiet Room (Wayside Chapel type)

I was advised that subject was discussed at one or more meetings of the Steering Committee.

i. Interdenominational

5. Should the final decision be to hold services in the building on certain religious days I would recommend:

- a. The days be named;
- b. An action type committee or central point be designated *be responsible, given the authority and* to handle all arrangements; and
and timely
- c. Appropriate/announcement to employees.



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